

GAS CORPORATION FILING INSTRUCTIONS

NOTE:

The gas corporation application follows the instructions below.

Acceptance of a Gas Corporation Certificate is subject to the following policies and shall be presented at the time of application before the issuance of a Corporation Certificate:

1. A copy of the Articles of Organization, that was filed, signed and stamped by the Secretary of State for the Commonwealth of Massachusetts, must be presented with your application.
2. The installation of gas work must be specifically stated and documented as one of the disciplines of the corporation on the Articles of Organization that is submitted.
3. The master gas fitter to whom the certificate is to be issued must be exclusively named as an officer of the corporation on the documents submitted, stamped and adopted by the Secretary of State,
4. A fee of \$225.00, made payable to the Commonwealth of Massachusetts, must accompany the application before the issuance of an initial original corporation certificate.

NOTE

● A submitted application in reference to an existing corporation that is recorded and on file with the Board of State Examiners of Plumbers and Gasfitters and the application represents a change to be made regarding the current master gas fitter/officer of record, the following shall be satisfied:

a) A notarized letter from the former master gas fitter stating resignation, termination, or disassociation from the corporation must accompany the application and;

b) The **current** corporation license issued shall be surrendered to the Boards Office and;

c) A Certificate of Change of Directors or, Officers that is filed with the Secretary of State Office must accompany the Gas Corporation application.

d) Include the original and new Articles of Organization.

IMPORTANT

A Current certificate issued in the former master gas fitter's name must be returned or be subject to the Board, or its designee for review.



Commonwealth of Massachusetts
Office of Consumer Affairs
DIVISION OF PROFESSIONAL LICENSURE
Board of State Examiners of Plumbers and Gasfitters
239 Causeway Street, Suite 400,
Boston, Massachusetts 02114

APPLICATION FOR ISSUANCE OF A GAS FITTING CORPORATION CERTIFICATE
\$225.00 application fee – Make check payable to Commonwealth of Massachusetts

I _____
Full Name (Please Print) Date of Birth Social Security Number

Master Gas Fitter License Number: _____ Telephone: _____

Pursuant to General Law chapter 62C, section 47A, your social security number is required by law.

Residence (Street and Number) City/Town State Zip Code

do hereby make application for the issuance of a Certificate of a Gas Corporation authorizing me, under my master gas fitter's license, to conduct a gas fitting business as a corporation in accordance with the provisions of Chapter 731 of the Acts of 1969.

NAME OF BUSINESS CORPORATION: _____
(Please Print)

Location (Street and Number) City/Town State Zip Code

Business Tel: _____ Fax: _____ Email: _____

List below the names and addresses of all Officers, Directors and Members of the corporation:

(Name)	(Residence)	(City/Town)	(State)	(Zip)	(Office Held)
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____

Note: If there are more Officers, Directors and Members, attach an additional sheet to this application.

I hereby certify under the pains and penalties of perjury, that I am an Officer of the Corporation named herein, organized under the laws of the Commonwealth of Massachusetts, to engage in the business of gas fitting, and that this corporation is duly recorded with the office of the Secretary of State and hereby agree to notify the Board of State Examiners of Plumbers and Gas Fitters at once of any change in the Officers of the corporation. Pursuant to M.G.L. Chapter 62C section 49A, I certify under the pains and penalties of perjury that I, to my best knowledge and belief have filed all state tax returns and paid all state taxes required by law.

Name (please print name) Signature Date

TELEPHONE: (617) 727-9952

FAX: (617) 727-6095

WEB: www.mass.gov/dpl/boards/pl